

PHILIP MORRIS U.S.A.
INTEROFFICE CORRESPONDENCE
Richmond, Virginia

To: Meeting Participants**Date:** September 18, 1997**From:** Susan Laffoon / LIMS Team *SL***Subject:** Joint Application Design (JAD) Meeting

You have been selected to participate in a JAD meeting to develop the requirements for the new R&D LIMS. The meeting will be held on **Tuesday, September 23rd**, from **10am to Noon** in **T2W2 / T2W3 Conference Room** at the Operations Center. The conference room is located on the second floor main hall, directly above the company store. Please let me know if you can not attend (ex-2426 or email). Your input during these sessions is essential to the development of the new LIMS.

Participants

PTL Process Monitoring Lab

✓ Sonny Condon
✓ Gloria Hicks-White

PTL Receiving

✓ Liz Chambers
✓ Nita Winston

Semi-works

✓ Daisy Birdsong
✓ Nancy Lorello
✓ Pete Adkins

Product Development

✓ Rob Lambert
✓ Debbie Atkinson-Ballos
✓ Todd Hoskin

Process Development

✓ Joyce Atkinson
Debbie Lipscomb

ITD

Robin Lipps

Chris Hancock 4035
2 coffee
7 juice
OA projector

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